

Lovington Public Library District
Board Meeting Minutes
Tuesday, February 28, 2023

Members present: James Caudle, Cara Rennert, Vicki Newberry, Diane Gore, Rachel Kinney, Letitia Clough,

Absent: Kathy Ruff, Judy Uphoff
Visitors:

James called the meeting to order at 6:30 pm.

Pledge of Allegiance was said.

Minutes for November 2022: Cara made a motion to accept the minutes, Diane seconded. Motion carried.

Minutes for Special Meeting December 9, 2022: Rachel made a motion to accept the minutes, Cara seconded. Motion carried.

January meeting was cancelled.

Treasurer's Report for November 2022: James made a motion to accept the November treasurer's report, Diane seconded. Motion carried.

Treasurer's Report for December 2022: Vicki made a motion to accept the December treasurer's report, Cara seconded. Motion carried.

Treasurer's Report for January 2023: James made a motion to accept the January treasurer's report, Diane seconded. Motion carried.

Building Fund: Letitia told the board that the utilities and having to purchase the new furnace, and service calls for the security system all come out of the 102 Building Account which has been depleted. Money needs to be transferred from the 101 Corporate Checking Account to cover Building expenses and to have money to finish out the fiscal year. James made a motion to move \$16,000.00 to cover building expenses for the rest of the year, Rachel seconded. Individual vote was taken: Diane - yes, Cara - yes, James - yes, Rachel - yes, Vicki - yes. Motion carried.

Payment of Bills for November 2022: Cara made a motion to accept the November bills, Diane seconded. Motion carried.

Payment of Bills for December 2022: James made a motion to accept the December bills, Diane seconded. Motion carried.

Payment of Bills for January 2023: Diane made a motion to accept the January bills, Cara seconded. Motion carried.

AFR: James made a motion to approve payment to the accountant for the Annual Financial Report, Rachel seconded. Motion carried.

No public comments.

Executive session: none

Librarian's Report:

- November, December, and January usage totals were shared.
- Activities for February, March, and April were presented.
- Detection Security had to replace an old fire alarm in the closet to an updated version and there have been communication issues with the shatter alarm on the front door. A keypad screen froze up and had to be fixed.
- Oye's installed the new heater and fixed the drop sink faucet when the water wouldn't shut off completely.
- Letitia priced the cost of having a shred truck come for the community, but the price was \$350.00/hour.

Old Business:

Closed session tapes and SD cards: It was decided to keep the closed session tapes for 5 years and then review the disposal at that time.

New Business:

- Board members were given a copy of the Code of Ethics/Conflict of Interest & Sexual Harassment Training sheets. Each will read and sign and return copies back to Letitia.
- The state has issued a new By-Law policy that requires the library to have a committee from the community evaluate the efficiency of the library. It is to meet decennially and give a report. There is not much guidance for Letitia to follow at this time.
- Chromebooks for board meetings: Letitia will get prices from companies purchasing the Chromebooks and will report back at the next monthly meeting.

Action is tabled until next month.

- FOIA Policy: Cara made a motion to accept the current policy, Diane seconded. Motion carried.
- Insurance Renewal: James made a motion to accept the quote from Fitzgerald Insurance Workmen's Comp. and building insurance, Diane seconded. Motion carried.
- Overdrive Renewal: Letitia has not received a quote yet. Action is tabled until the next meeting.

Meeting adjourned at 7:38 PM.